2016 Exhibitor Information at a Glance

Americans With Disabilities Act (ADA)
All exhibiting companies are required to be in compliance with the Americans with Disabilities Act (ADA), and are encouraged to be sensitive, and as reasonably accommodating as possible, to attendees with disabilities. The Visitor Center in Lobby of Hall C has a limited quantity of wheelchairs and scooters available for attendees (786.276.2763). Scooters can be arranged through Scootaround, 888.441.7575.

Animals
Pets are not permitted in the Miami Beach Convention Center, with the exception of certified Service Animals as defined by Title II of the Americans with Disabilities Act (ADA).

Armored Services
Brinks: (800) 232-3149
Dunbar: (800) 554-7363
Malca-Amit: (212) 840-8330 ext. 514
Ferrari: (516) 239-6141

ATM
The ATM is located in the Hall C lobby, next to the Flamingo Ballroom.

Appraisals
Appraisal Day for consumers will be Saturday, January 30, 2016, from 12pm – 6pm in room D-234, sponsored by Skinner, Inc. Consumers must bring items from home. A verbal estimated range of its fair market value will be provided. No written valuations will be given.

Attendee Selling / Vendor Badges
If an attendee has merchandise they want to sell at the show they will need to purchase a vendor's badge for $500. USAS does not recommend dealers; it is up to the vendor to seek out a dealer with whom to do business. Vendors' access to the show floor is limited to the official show hours.

Badges (Exhibitor Registration)
Exhibitors must pre-register all of their personnel who will participate in the event. Emerald will provide registered personnel with photo badges. Exhibitors must complete the Exhibitor Badge form available in the Exhibitor Service Manual to register staff members. It is recommended that exhibitors confirm the form is received. Exhibitors may not request a badge for another dealer. Other dealers exhibiting in a dealer's booth must complete the Booth Share forms.

Badge Policy
U.S. Antique Shows strictly enforces and monitors the number of exhibitor and assistant badges requested by exhibiting companies. The policy has been designed to address the problem of assistants buying on the show floor prior to show opening, the safety issues posed by their presence and fairness to other exhibitors. USAS has discretion to deny a badge to any person. The transfer of any exhibitor badge, or other misuse, is strictly prohibited and may result in termination of the exhibitor's contract with no refund. Badges must be worn at all times while at the show. No one will be allowed on the exhibit floor during non-public hours without a badge.

Badges may be picked up at the show:
Tuesday, January 26 .....9 am – 6 pm
Wednesday, January 27 .....9 am – 6 pm

Booth Cleaning
Booth cleaning is not included with your booth package. If you need your booth vacuumed prior to the show opening, you must order cleaning service. Refer to the Expo services forms in the Exhibitor Service Manual. Show cleaning is completed one hour prior to doors opening.

Booth ID Signs & Standard Directory Listing
A sign is provided with the company name and booth number for all exhibit booths. It is the sole responsibility of the exhibitor to submit a completed exhibit space contract to provide USAS with current company information. Exhibitors are prohibited from hanging any sign that is not approved by Show Management. No signs, decorations, banners, advertising material, or special exhibits will be permitted except by written permission of USAS.

Booth Occupancy
Your booth must be staffed and open for business during regular show hours unless closed for religious observance.

Business Center
For basic shipping and faxing needs, visit the Business Center located on the 3rd floor - Hall A Room A31.
Monday - Friday 8:30 am - 5 pm. Phone: 786.276.2696.

Children
Due to safety restrictions, children under the age of 18 are

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NOT allowed on the show floor during setup.

Electrical Service
Electrical is NOT included with your booth package and must be ordered through Edd Helms. Booths may have outlets pre-dropped in the booths. Please be advised that if you plug into these electrical outlets, you will be charged for your power usage at a higher rate than if you had ordered it in advance. For your safety and the safety of other show participants, ALL ELECTRICAL WORK including floor distribution must be performed by Edd Helms. If any electrical work is performed over and above the maximum by non-Edd Helms personnel, it will be identified during an inspection which could result in additional charges, charged to the exhibitor. For questions or inquiries regarding electrical services please contact Edd Helms Electric at 305.653.2520.

Exhibit Space Payment
Exhibitors with outstanding exhibit space balances will not be permitted to move-in and setup. Exhibitor Badges will also be withheld until full payment is received. Exhibitors are responsible for assuring that their exhibit space has been paid in full prior to the show.

Exhibit Space Regulations
If an exhibitor DOES NOT check-in by 3 pm on January 28, 2016, USAS has the right to sell the booth without any liability.

- All exhibits must be open for business at all times during the event, subject to religious observances or other exceptions, at the discretion of Emerald Expositions.
- USAS retains control of the aisles, passageways and overhead spaces.

Fire Code Regulations
All exhibit materials (including chairs) must be kept out of the aisles. Booth material must be flame retardant to the satisfaction of the Fire Marshal by the flame retardant certification or ability to pass on-site flame test.

- All exhibitors must adhere to flameproofing requirements.
- All display materials must be flameproof. Flammable display materials such as woodchips, polyurethane flowers, oil cloth, tar paper, etc., are not permitted at all.
- No display or exhibit is to be installed or operated to interfere in any way with access to any required exit, or with visibility of any required exit, or exit sign; no display may block access to firefighting equipment.
- No packing materials shall be stored anywhere in your booth. Storing crates, cartons or other show materials in your booth constitutes a violation of Fire Department regulations and may subject you to a summons and/or fine.
- Demonstrations involving potentially hazardous products such as open flame candles, oil lamps, smoke-producing devices or products such as incense, pipes, fog machines, etc., must be approved by both the Fire Marshal and the facility. Final approval must be given by show management. A detailed plan of operation must be submitted to show management approximately 30 days prior to show.

Flameproofing
Avoid flammable packing materials. Although we cannot predict how individual Fire Inspectors will rule on these matters, it is believed that wooden crates, corrugated cartons, and fabric padding are acceptable. While not flame retardant, they will not readily ignite from a carelessly thrown match or cigarette. Many exhibitors have found stair pads, felt, quilting or blanket rejects suitable for packing. Display Materials: Use only FLAMEPROOFED fabrics for display and test them personally to make sure they will not burn. Flame proofing usually lasts from six months to a year after which time the material must be reprocessed. The test usually used by a Fire Prevention Inspector is to hold a lit match to several different portions of the fabric. The material may char, but cannot burst into flame, melt, or drip. If you prefer to have your own textiles flame proofed, please consult your local
Yellow Pages under Fire Protection.

Food & Beverages
Outside food and beverages are not permitted. Centerplate, the west food court area, is located in the area between Hall C and D lobbies. Cash and all major credit cards are accepted. There's also an ATM located in the Hall C lobby.

Freight Shipping Addresses
Shipping is available through EXPO services. Shipping labels are available within the EXPO order forms.

Advance Shipment - (Dec. 28, 2015 - Jan. 19, 2016)
Expo Convention Contractors, Inc.
15959 NW 15 Avenue
Miami, FL 33136

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Direct Shipment - (January 26-27, 2016 only)
Miami Beach Convention Center
The Original Miami Beach Antique Show
[Your Name], [Your Company Name]
[Hall ___] [Booth #___]
1901 Convention Center Drive
Miami Beach, FL 33139

Hotel and Travel
USAS are partnered with onPeak for The Original Miami Beach Antique Show. To book your reservations please call or book online.
Toll Free: 800.789.9887
Direct: 212.779.7666

Installation and Removal of Displays
Subject to the official schedule, no installation, construction, decorating, packing, unpacking, dismantling or removing of any display, or part thereof, shall take place thirty minutes after the official opening of the show or before its official closing.

Insurance
The Original Miami Beach Antique Show does not provide any type of insurance coverage for the property and/or personnel of exhibiting companies (see Terms & Conditions included with the Exhibit Space Contract). Exhibitors must maintain insurance that meets the requirements outlined in the Insurance section of the service manual and submit proof to the Pier Antique Show.

Internet Services
Internet services are not included with your booth package. If you require this service, please refer to the vendor order forms.

Jewelry History Series
The Jewelry History Series, January 26 – 27, is an educational conference focused on the history of jewelry during select time periods. The conference will be complemented by a tour of a local museum and is open to retailers, wholesalers, appraisers, collectors or anyone with an interest in the history of jewelry.

Porter Service
Porter Service is a feature for exhibitors using a personally operated vehicle only. One worker equipped with a flat cart will assist those exhibitors with unloading & delivery of goods to your booth. Porter service will be available from the loading docks. Please instruct your personnel to identify themselves as exhibitors requiring porter service to security personnel. They will be directed to designated areas.

Private Sales/Meeting Rooms
USAS Show Management offers six small rooms just off the show floor for dealers to rent for privacy with special clients or for meetings. $50 per hour or $500 for the day. There are three rooms available off Hall C and three available off Hall D. Contact Zalton Brooks in the show office for more information.

Show Move-In
Mon-Wed, January 25-27 ..... 6 am - 9 pm
Exhibitors will be assigned specified move-in appointments. Exhibitors will be permitted access to the show floor 2 hours prior to show opening each day. Show floor must be cleared 30 minutes after show closes.

Show Move-Out
Monday, February 1 ..... 6 pm - 11 pm
- Booths must be staffed until 6 pm on Monday, Feb. 1.
- All merchandise must be packed and moved out of the Miami Beach Convention Center by 11 pm on Monday, Feb. 1.
- Packing cartons are not permitted in the hall until 4 pm on closing day. Exhibitors are not permitted to dismantle any part of their displays before 6 pm Monday, Feb. 1.

Early booth breakdown is strictly prohibited. Companies in violation of this policy are jeopardizing their booth location for future shows. An exhibitor is in violation of early breakdown if they start to break down their booth, remove product from their shelves, box up products, and are unable to conduct business in their booth prior to the official close of the show. Exhibitors who leave excessive materials in their booth space at the end of the published move-out time will be invoiced for labor costs to remove such materials and for any disposal charges.

Security
U.S. Antique Shows (Show Management) makes every effort to provide protection for exhibitors' merchandise and displays. Show Management will provide perimeter

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guard service on a 24-hour basis to include move-in, show days and move-out. While Show Management will implement security measures to safeguard your property, neither Show Management, the Miami Beach Convention Center, Show Management-hired security, nor any of their officers, agents or employees assume any responsibility for such property, loss or theft.

Shuttle Service
Free shuttles are available at the following locations:
- 17th St Parking Garage
- 200 block of 16th St Parking Garages (Both)
- 420 Lincoln Rd/1601 Drexel Ave Parking Garage
- 1600 block Jefferson Ave Parking Garage

Garage Shuttle buses will begin at 11:30 am and run until 8:30 pm, Friday, January 30 - Monday, February 1.

Smoking
Smoking is strictly prohibited in the exhibit hall, lobbies and meeting rooms during move-in, move-out and all show days.

Storage
No exhibit merchandise, equipment, container or packing materials shall be brought into or out of exhibit space during exhibit hours.
- Empty crates, cartons, and boxes must be removed from the exhibitor's booth and may be stored in a designated area on show site.
- Please be certain to mark your company name and exhibit booth number on each label.

Taxi Information
Central Cab 305.532.5555
Yellow Cab 305.444.4444

Vetting
The Original Miami Beach Antique Show will be vetted for reproductions and new products. Exhibitors who display more than 30% new or reproduction products in a booth will NOT receive a contract for the next show year. PLEASE NOTE: The vetting rules apply to main booth holders and shares combined. Reproductive items must be removed if reproduction exceeds 30% of the booth. Exhibitor Personnel must stand inside the booth at all times to answer questions regarding merchandise, and its description with a money back guarantee if the description at any time proves to have been misleading or incorrect.
- Merchandise is required to be clearly labeled with a brief description, its approximate age or period of manufacture and the price.
- Art and Paintings dealers required to label artwork as "Attributed To."
- Signature jewelry must have visible labels that identify the maker. It is not permitted to display jewelry in boxes such as Tiffany, Cartier, etc., unless the piece was actually made by that jeweler.

Video and Camera Equipment
The use of video or camera equipment during show hours is strictly prohibited with the exception of authorized press and the show photographer. Exhibitors may take pictures of their booths prior to show opening.